



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/8/2016

Agenda Placement: 6H

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Rick Marshall for Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** Dave Briggs, Environmental Resource Specialist - (707) 253-4094

**SUBJECT:** Professional Service Agreement for classroom presentations for Recycling Education Program

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### **RECOMMENDATION**

Director of Public Works requests approval of and authorization for the Chairman to sign an agreement with the Napa County Resource Conservation District (RCD), for a maximum of \$9,811 for the term March 8, 2016 through June 30, 2017, to present various lessons from a five-lesson curriculum package on waste reduction, composting, and recycling to school classrooms throughout Napa County over the remainder of the current school year and the entire 2016-2017 school year.

### **EXECUTIVE SUMMARY**

In March 2014, Napa County entered into an agreement with MMG Consulting (MMG) to create a county-wide "Recycling and Waste Reduction Education Program." The main objective of the program is to improve students' understanding of concepts of resource conservation, waste reduction, and recycling. The program is part of the County's comprehensive effort to meet local and state waste diversion goals. Staff of the County Public Works Department is developing the program in three phases. In phase 1, MMG drafted a set of localized lessons. It also cooperated with the City of Napa Waste Reduction and Recycling Division to create a supporting website offering recycling-related resources that the City and County offer to schools within Napa Valley Unified School District and other local school districts and private schools.

The County renewed its contract with MMG in September 2015 to initiate phase 2 of the program. Under the renewed contract, MMG is finalizing the lessons on waste reduction and recycling. It will also provide a training program for teachers and curriculum instructors and notify educators of the website and curriculum by the end of the current school year. In phase 3 of the education program, staff plans to hire instructors to provide the classroom lessons.

Napa County Resource Conservation District (NCRCD) currently conducts a number of local educational activities,

including classroom presentations on watershed protection and storm water pollution prevention on behalf of Napa County Flood Control and Water Conservation District. NCRCD's knowledge of natural resource conservation, contacts with local educators, and experience in local school classrooms makes it uniquely qualified to implement phase three of the County's Recycling and Waste Reduction Education Program. Once the program is underway, staff of Napa County Public Works Department will highlight the program in its annual report to the State Department of Resources, Recycling, and Recovery (CalRecycle) as a key part of the County's overall efforts to divert waste from landfills.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Fund: 2180 Subdivision: 2180000 (Zone-1 Garbage Budget)
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The program will complement existing educational efforts conducted by or on behalf of the City of Napa and Napa County Flood Control and Water Conservation District and will become a part of the Education and Public Information Element of the Napa Countywide Integrated Waste Management Plan.
Is the general fund affected?	No
Future fiscal impact:	The agreement extends to the end of FY 2016-2017. The balance of the funds not spent in the current fiscal year will be encumbered for use in FY 2016-2017.
Consequences if not approved:	If not approved, the county would need to delay implementation of the last phase of the program, which will deliver the curriculum and website to local educators and students.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

In March 2014, Napa County entered into an agreement with MMG Consulting (MMG), an independent contractor specializing in school curriculum development, to create a county-wide "Recycling and Waste Reduction Education Program." The program, intended to improve students' understanding of concepts of resource conservation, waste reduction, and recycling through classroom projects and activities in multiple subject areas, is part of the County's comprehensive effort to meet local and state waste diversion goals.

Staff in the County Public Works Department created a plan to develop and conduct the program in three phases. In phase 1, MMG drafted a set of localized lessons modeled after those developed and conducted by Alameda County Waste Management Authority. It also cooperated with the City of Napa Waste Reduction and Recycling

Division to create a supporting website offering a comprehensive description of recycling-related resources that the City and County offer to schools within Napa Valley Unified School District, other local school districts and private schools.

The County renewed its contract with MMG in September 2015 to initiate phase 2 of the program. Under the renewed contract, MMG is finalizing the set of five lessons on waste reduction and recycling for use in elementary school classrooms. It will also develop and run a training program for teachers and curriculum instructors. It will introduce the website and curriculum by the end of the current school year. In phase 3 of the education program, staff will hire instructors to provide the classroom lessons. Napa County Resource Conservation District (NCRCD) currently conducts a number of local educational activities, including classroom presentations on watershed protection and storm water pollution prevention on behalf of Napa County Flood Control and Water Conservation District. NCRCD's knowledge of natural resource conservation, contacts with local educators, and experience in local school classrooms makes it uniquely qualified to implement phase three of the County's Recycling and Waste Reduction Education Program.

Staff of Napa County Public Works Department plans to highlight the program in its annual report to the State Department of Resources, Recycling, and Recovery (CalRecycle) as a key part to the County's overall efforts to divert waste from landfills.

#### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula